

## ABSTRACT OF THE DISCLOSURE

A work flow system is described in which an originator of a task creates a new task description via a standard graphical user interface. The standard graphical user interface includes information regarding the task, together with a responsible entity for performing a task. An automatic email notification system notifies the responsible entity, whose leader accepts, rejects, or modifies a task, as necessary. Thereupon, the task report for the assigned/rejected/approved/modified item is automatically email reported to the originator and to anyone to whom the task has been assigned. The life cycle of the task is a complete loop such that the originator of the task is the only entity permitted to close the task, and must mandatorily do so for the task to be closed by the data base.